

Accounting for Managers

ACCT 501.02W - Spring 2013 - Internet Based

Professor: Dr. Bobby Duron

Email: rduron@tds.net

Office Hours: 24/7 in the Virtual Office or by email. Please direct all course related questions to the Virtual Office Discussion Board. If you send an email, please put "ACCT 501" in the subject line so that it will get directed to the proper mail folder.

Text: *Financial Accounting*, Kemp & Waybright, 2nd edition, Prentice Hall with Custom MyAccountingLab Online Access code. Text ISBN: 9781256776314.

The textbook information can be found under the "Book/Materials" link on the TAMU course offering page for this course. **Note: it is very important that you purchase your text and access code directly from the TAMU bookstore. If you try to buy the access code directly from the publisher or another source, it will not work properly since it is a custom code created to access the MyAccountingLab online assignment material with a single sign-on through eCollege.**

Course Description: Study of the accounting concepts and procedures used by managers in making decisions. The focus in the course will be on users, not preparers, of accounting and management information.

Course Embedded Assessment Objectives: Your grade will be determined by your ability to perform the following tasks:

- Identify, describe, and apply fundamental concepts and assumptions that underlie generally accepted accounting principles.
- Identify, describe, and apply the seven steps of the accounting cycle and how they are interconnected.
- Record and report transactions related to assets, liabilities, and owner's equity, and prepare, report, and interpret basic financial statements of a corporation.

Grading Rubric: Your achievement level on each objective will be assessed and measured using the attached grading rubrics to determine the level of proficiency demonstrated on each objective, homework, quiz, and exam question assigned.

Grading Policy: Your final grade will be based upon the weighted average of your performance on the following learning activities:

<i>Learning Activity</i>	<i>Percent</i>
Homework Assignments	20%
Chapter Quizzes	25%
Midterm Exam	25%
Final Exam	30%
Total	<hr/> 100%

Grading scale: 90%=A, 80%=B, 70%=C, 60%=D. Your grade will be based on the activities above and weighted accordingly. *The gradebook averages in eCollege ARE NOT USED to determine your grade until the very end of the course since they are simple numerical averages of all individual grades in eCollege and DO NOT initially include the grades from MyAccountingLab until they are manually weighted and entered by the instructor (typically at the midpoint and conclusion of the course).*

MyAccountingLab: Homework is required as a significant part of your grade. All homework must be completed on the MyAccountingLab web site. **Access to this web site is required** to complete selected homework exercises, quizzes, and exams. The class schedule gives assignments by chapter and dates. All homework is due on Monday of each week. The due dates for the MyAccountingLab exercises, quizzes, and exams are given on the assignment sheet and in MyAccountingLab. Additional student help, such as a student user guide and list of Frequently Asked Questions, can be found on www.MyAccountingLab.com on the Support tab, under Student Support.

Course Requirements: The attached schedule lists the specific assignments required for the course. This is an online assisted course and you should have the necessary computer skills to use this site without assistance from your professor. You should also plan to have an alternate computer site for online access if you have technical difficulties with your primary access site. Having computer problems is NOT an acceptable excuse for not completing your assignments and the professor is not responsible for any technical difficulties experienced during the course. You will be held accountable for announcements posted online, anything posted to my Virtual Office, and any email broadcast to the entire class or sent to you individually (regardless of whether you receive it or not). Please check all of these on a regular basis and make sure that your email will not reject any messages that may be sent. ***I will expect that you have received anything posted or sent within 24 hours. You may also expect that I will generally respond within 24 hours on weekdays.***

Homework: Chapter homework will be due each Monday. Each set of homework will be divided into two sets (i.e. HW1, HW2) to make it easier to complete an assignment, check your answers, and redo it to improve your grade without having to redo all problems. Approximately one half of your assignments are algorithmic, which means that everyone in the class will potentially have a different version of the problem to work. It will be the same basic problem that is in the book, but with different numbers. You will be able to print the problem and work it out and then return to the site and enter your answers. You will be provided with various learning aids (i.e. "check answer", "help me solve this", demo docs, videos) as you work and you will be shown the correct answer once you have submitted your answers or exceeded the maximum number of attempts allowed. **In most cases, you may check your answer or ask for help no more than 3 times before you "strike out" and your work is graded for partial credit.** Algorithmic problems (i.e. those in HW2) give you the further option to practice or improve your grade by reworking them more than once. **Thus, for algorithmic problems only, you may have up to three complete attempts with a different version being given each time.** Each assignment will generally be available at least one week before the due date. All assignments in MyAccountingLab are due on the dates published in the syllabus, but the actual cutoff time is always set for 11:59 p.m. Central Standard or Daylight Time.

- **Professor's Note:** There have been some issues in the past with the instructions on rounding in MyAccountingLab. It may NOT always consistent in the way it tells you to round and the way the problem is actually graded. We are working with a new edition of MyAccountingLab and these problems may have been eliminated or at least reduced. However, the system may count an otherwise correct answer wrong due to faulty instructions on how to round your answers. I regret this problem, but the ONLY option is to retake the homework again and

use the rounding convention that was used in the grading process the first time. The numbers will be different, but conceptually the problem will be the same and will be graded using the same criteria. **I will take this into account in the final weighting of the grades, but it is NOT practical for me to edit every problem for every student to regrade for grading errors due to rounding since every student has a different set of questions with different numbers for each question.**

Chapter Quizzes: Twelve timed quizzes (typically 2 multi-part problems very similar in nature and format to the assigned algorithmic homework questions) will be given at regular intervals (all scheduled to be due on Wednesday of each week) to give you flexibility in pacing your instruction, but encourage you to keep on track to finish the material in a timely manner. These **graded quizzes will be timed and may be taken up to TWO times. I will always take the higher of the two grades if you choose to retake a given quiz. Note that if the program gives the option to quit and save, this DOES NOT stop the clock!** The clock will start when you first access the quiz and will not stop until the quiz is submitted. Quizzes will be accessed on the MyAccountingLab web, just like the homework. You should allow at least an hour to take the quizzes. The actual time will vary depending on the type and number of questions asked. All quizzes will be available approximately one week prior to the due date. The due dates for all quizzes are listed on the assignment sheet by date. After the due dates for each quiz, you will be able to access your quiz grade and see the suggested solution for each question. Any questions over these examinations **MUST** be posted to my Virtual Office for the chapter within 5 days after the due date of the quiz to receive a posted reply and no replies will be posted until after the due date. Please put the question number at the beginning of your posting followed by a copy of the entire question so that all class members can see the question. Then you should include your question and how you attempted to solve the problem.

Examinations: You will have two chapter exams (a midterm and a final) that will consist of problems of the same nature and format utilized for the chapter quizzes and will have different solutions for each student. Each exam will also contain one or more essay questions worth approximately 25% of the total exam score. The exams will be accessed on the eCollege and/or MyAccountingLab website. These **graded exams will be timed and may be submitted only ONE time. Note that if the program gives the option to quit and save, this DOES NOT stop the clock!** The clock will start when you first access the exam and will not stop until the exam is submitted. You should schedule at least two hours to take the exams, but the actual time allowed will depend on the type and number of questions asked. After the due dates for each exam, you will be able to access your grade and see the suggested solution for each question. Any questions over these examinations **MUST** be posted to my Virtual Office for the exam within 5 days after the due date of the quiz to receive a posted reply and no replies will be posted until after the due date. Please put the question number at the beginning of your posting followed by a copy of the entire question so that all class members can see the question. Then you should include your question and how you attempted to solve the problem.

There will be NO make-ups on quizzes, exams, or homework assignments. They will NOT be accepted after the due dates. Do not wait until the last minute to complete them. If you get locked out before the deadline, send me an email and I MAY be able to reset it before the deadline.

eCollege Online Support for Questions:

- *Virtual Office* - You should post all questions pertaining to the course to the Virtual Office located under each chapter or exam. This will allow everyone in the course to answer each others questions and to have access to all questions and any posted answers. Many of you will have the same questions and this will reduce the number of times that the same answer will have to be given. You should always check the Virtual Office postings to see if your question has already been asked and answered before you post a question.
- *Groups* - The discussion board may be used by individual groups for private communication between their members. Any group of students may request that a group be formed by the professor to enable them to have a private discussion. Each member should do their own work and use the group for help, support, and feedback. Just send me an email telling me that a group has been formed with the individual names of the members and I will create an online group for your private discussions.
- *Email* - Email is appropriate for personal questions related to your grade, etc., ***but please DO NOT use it for course related questions that may be of interest to others.***

Technical Support: Please complete the student tutorial on using eCollege. eCollege has a help button on the top right of the screen to provide information while you are in a course. If at any time you experience technical problems (e.g., you can't log in to the course, you can't see certain material, etc.) please contact the eCollege Helpdesk, available 24 hours a day, seven days a week. The Helpdesk can be reached by sending an email to helpdesk@online.tamuc.edu or by calling 1-866-656-5511.

University Policies and Procedures:

- *Disability* - The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact: Office of Student Disability Resources and Services, Gee Library Room 132, Phone (903) 886-5150 or (903) 886-5835, Fax (903) 468-8148, e-mail StudentDisabilityServices@tamuc.edu
- *Student Conduct* - "All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment." (See Student's Guide Handbook, Policies and Procedures, Conduct)
- *Dropping or Withdrawal from the course* - University policy will be followed in regards to all withdrawals during the semester. ***To initiate a course drop, log into your My Leo account and then select the "Drop a Class" link.***

NOTE: THIS SYLLABUS IS SUBJECT TO CHANGE AS NEEDED TO MEET THE OBJECTIVES OF THE COURSE OR TO AID IN COURSE ADMINISTRATION AT THE DISCRETION OF THE INSTRUCTOR. IT IS NOT ANTICIPATED THAT THERE WILL BE ANY SUBSTANTITIVE CHANGES.

GRADING RUBRIC - COURSE OBJECTIVES

Criteria	1 (Unsatisfactory)	2 (Emerging)	3 (Proficient)	4 (Exemplary)
Identify, describe, and apply fundamental concepts and assumptions that underlie generally accepted accounting principles	Student fails to identify concepts or assumptions	Student identifies concepts and assumptions	Student applies concepts to simple facts	Student applies concepts to complex facts
Identify, describe, and apply the seven steps of the accounting cycle and how they are interconnected	Student fails to identify steps	Student describes and connects steps	Student applies cycle to simple facts	Student applies cycle to complex facts
Record and report transactions related to assets, liabilities, and owner's equity, and prepare, report, and interpret basic financial statements of a corporation	Student fails to recognize transactions or accounting elements	Student recognizes transactions and elements	Student prepares and interprets statements	Student prepares and interprets statements

GRADING RUBRIC - HOMEWORK ASSIGNMENTS

	Excellent	Competent	Average	Below Average	Unsatisfactory
Adequately Prepared					
Submitted Timely					
Demonstrates Understanding of Concepts					
Effective Analysis					
Percentage of Problems Completed					

Grading Scale: Each competency is equally weighted. The grading scale is as follows:

Excellent	90-100%
Competent	80-89%
Satisfactory	70-79%
Below Average	60-69%
Unsatisfactory	59% and below

GRADING RUBRIC - QUIZZES AND EXAMINATIONS

	Excellent	Competent	Average	Below Average	Unsatisfactory
Demonstrates knowledge applying <i>Generally Accepted Accounting Principles</i>					
Proficient use of basic mathematical functions					
Demonstrates understanding of problem solving process					
Capable of transferring knowledge to different issues to achieve a solution					
Utilized professional format when preparing financial statements					
No grammatical errors					
Demonstrates knowledge of and uses business vocabulary					
Demonstrates understanding of financial accounting concepts in problem solving					
Examination or quiz is completed in a timely manner					

Grading Scale: Each competency is equally weighted. The grading scale is as follows:

Excellent	90-100%
Competent	80-89%
Satisfactory	70-79%
Below Average	60-69%
Unsatisfactory	59% and below

ASSIGNMENT SCHEDULE

Date		Chapter	Homework Assignments
<i>January</i>	14	Acquire course materials, eCollege orientation, register for MyAccountingLab	--
	21	1 - Business, Accounting, and You	HW1 - S1 through S14 HW2 - E18,20,21, P31,34
	28	<i>Chapter 1 Homework Problems due</i>	<i>NOT accepted late</i>
	28	2 - Analyzing and Recording Business Transactions	HW1 - S1 through S14 HW2 - E15,16,18,19, P35
	30	<i>Deadline to complete Chapter 1 Quiz</i>	<i>NOT accepted late</i>
<i>February</i>	4	<i>Chapter 2 Homework Problems due</i>	<i>NOT accepted late</i>
	4	3 - Adjusting and Closing Entries	HW1 - S1 through S13 HW2 - E15,16,18,24, P46
	6	<i>Deadline to complete Chapter 2 Quiz</i>	<i>NOT accepted late</i>
	11	<i>Chapter 3 Homework Problems due</i>	<i>NOT accepted late</i>
	11	4 - Accounting for a Merchandising Business	HW1 - S1 through S13 HW2 - E16,18,20,22,23
	13	<i>Deadline to complete Chapter 3 Quiz</i>	<i>NOT accepted late</i>
	18	<i>Chapter 4 Homework Problems due</i>	<i>NOT accepted late</i>
	18	5 - Inventory	HW1 - S1 through S15 HW2 - E21,22,24,26,27
	20	<i>Deadline to complete Chapter 4 Quiz</i>	<i>NOT accepted late</i>
	25	<i>Chapter 5 Homework Problems due</i>	<i>NOT accepted late</i>
	25	6 - The Challenges of Accounting: Standards, Internal Control, Audits, Fraud, and Ethics	HW1 - S1 through S6 HW2 - S7 through S14
	27	<i>Deadline to complete Chapter 5 Quiz</i>	<i>NOT accepted late</i>
<i>March</i>	4	<i>Chapter 6 Homework Problems due</i>	<i>NOT accepted late</i>
	6	<i>Deadline to complete Chapter 6 Quiz</i>	<i>NOT accepted late</i>
	8	<i>Deadline for Exam One - Chapters 1-6</i>	<i>NOT accepted late</i>
	18	7 - Cash and Receivables	HW1 - S1 through S11 HW2 - S13,14,15, E19,24
	25	<i>Chapter 7 Homework Problems due</i>	<i>NOT accepted late</i>
	25	8 - Long-Term and Other Assets	HW1 - S1,2,3,4,7,8,11,12 HW2 - S13,14,15,17, P47
	27	<i>Deadline to complete Chapter 7 Quiz</i>	<i>NOT accepted late</i>

Date	Chapter	Homework Assignments
1	Chapter 8 Homework Problems due	NOT accepted late
1	9 - Current Liabilities and Long-Term Debt	HW1 - S1 through S15 HW2 - E16,21,23,25, P38
3	Deadline to complete Chapter 8 Quiz	NOT accepted late
8	Chapter 9 Homework Problems due	NOT accepted late
8	10 - Corporations: Paid-In Capital and Retained Earnings	HW1 - S1 through S14 HW2 - E16,20,22,24, P48
10	Deadline to complete Chapter 9 Quiz	NOT accepted late
15	Chapter 10 Homework Problems due	NOT accepted late
15	11 - The Statement of Cash Flows	HW1 - S1 through S12 HW2 - E13,15,17,18,20
17	Deadline to complete Chapter 10 Quiz	NOT accepted late
22	Chapter 11 Homework Problems due	NOT accepted late
22	12 - Financial Statement Analysis	HW1 - S1 through S10 HW2 - E11,13,14,16, P32
24	Deadline to complete Chapter 11 Quiz	NOT accepted late
29	Chapter 12 Homework Problems due	NOT accepted late
1	Deadline to complete Chapter 12 Quiz	NOT accepted late
10	Deadline for Exam Two - Chapters 7-12	NOT accepted late